

SINGLE/SOLE SOURCE JUSTIFICATION FORM

Complete this form when requesting an exception to the county's competitive procurement policy where only one firm has a product that will meet the project's needs or product specifications, or only one firm can do the work requested. Completing this form does not guarantee that the proposed vendor will be selected. It is the requester's responsibility to provide all required information and documentation as indicated in this form.

Procurement Manager reserves the right to competitively bid, negotiate, or solicit additional information and remains the final authority on all procurement issues.

Type of Source
Sole Source: The ONLY known supplier for unique products and services where no other options are available Single Source: Though there may be alternate sources for the product or service requested, circumstances dictate the use of the proposed vendor, i.e., availability, timeliness, location, etc.

Part I: General Requester Information	
Department Name: Public Works	Division Name: Fleet Management
Will the Annual Amount Exceed \$50,000.00? <input checked="" type="radio"/> Yes <input type="radio"/> No	

Part II: Vendor Information	
Vendor Name: ETR, L.L.C.	Vendor Contact Name: Jerry Michaluk or Zeb Webb
Vendor Contact Phone: 407-339-6737	Vendor Contact Email: jerry@etrllc.org or webb@etrllc.org

Part III: Single/Sole Source Justification (check one or more)	
DESCRIPTION OF PURPOSE: The Manufacturer, model number and / or generic description.	
<p>ETR, L.L.C. is the exclusive dealer for American Emergency Vehicles (AEV) for the State of Florida for ambulance sales, collision repair, remounts, parts, service and warranty.</p>	

1	Parts/Equipment can Only be Obtained from Original Manufacturer - Not Available through Distributors.
2 <input checked="" type="checkbox"/>	Only Authorized Area Distributor of The Original Manufacturer.
3 <input checked="" type="checkbox"/>	Proprietary Item/Service (<u>Explain Below</u>)
4 <input checked="" type="checkbox"/>	Parts/Equipment Not Interchangeable with Similar Parts of Another Manufacturer (<u>Explain Below</u>)
5 <input checked="" type="checkbox"/>	This is the Only Known Item/Source that will Meet the Specialized Needs of this Department Or Perform the Intended Function. (<u>Explain Below</u>)
6	Parts/Equipment are Required from this Vendor to Provide Standardization (<u>Explain Below</u>)
7	Upgrade to Existing Software. Available Only from The Producer of this Software Who Sells on Direct Basis Only.
8	An Awarding Agency or Passthrough that Was Competitively Procured.
9	None of the Above Apply. Detailed Explanation for Source Request (Explain Below) <i>Describe the full scope of work contemplated including installation if required; items should include brand, model and part number if applicable;</i>

<p>AEV ambulances are designed and manufactured by AEV. AEV structural design is proprietary to AEV only. AEV construction exceeds the KKK, CAAS and NFPA specifications which are required in the State of Florida for the licensing of ambulances for use in the state. Parts/equipment are manufactured by AEV and only available from AEV dealers.</p>
--

Part IV: Confirmation of Documentation

Have you provided required documentation including vendors quote, for this request in support of the justification in Parts III of this form?



Yes



No

You may also attach any additional information not specifically requested on this form to support your single/sole source justification.

Part V ESTABLISHMENT OF PRICE REASONABLENESS

Analysis of offer and/or offers has determined that the price proposed is determined to be fair, reasonable and in the best interests of the County based on the following:

- 1 Price obtained was from a catalog or standard price list regularly maintained by the vendor covering standard commercial products sold. (Attach copy of vendor's price list.)
- 2 Price obtained includes a discount from current list prices. (Attach copy of quote showing list price and net price paid.)
- 3 Other. (Explain Below.)

Part VI: DepartmentGerald D. Bailey

Requester Name

Gerald D. Bailey

Requester Signature

5/22/2023

Date of Signature

Ramon D. Gavarrete

Director



Director Signature

Digitally signed by Ramon D. Gavarrete, P.E.
Date: 2023.05.23 12:41:26 -04'00'5/22/2023

Date of Signature

Part VII: Procurement & BOCC

Single Source



Sole Source

TJ White

Procurement Manger



Procurement Manger Signature

4Darryl Kight (May 23, 2023 13:24 EDT)May 25, 2023

Date of Signature

Chair

Chair Signature

Date of Signature

ERT LLC SS Form

Final Audit Report

2023-05-25

Created:	2023-05-23
By:	Mandy Mullins (mmmullins@alachuacounty.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAA-_c3MO_euWj7fHlroOAc-DEYdZxl-OnI

"ERT LLC SS Form" History

-  Document created by Mandy Mullins (mmmullins@alachuacounty.us)
2023-05-23 - 5:01:22 PM GMT- IP address: 163.120.80.11
-  Document emailed to Darryl Kight (dkight@AlachuaCounty.US) for signature
2023-05-23 - 5:05:39 PM GMT
-  Email viewed by Darryl Kight (dkight@AlachuaCounty.US)
2023-05-23 - 5:23:31 PM GMT- IP address: 166.198.157.82
-  Document e-signed by Darryl Kight (dkight@AlachuaCounty.US)
Signature Date: 2023-05-23 - 5:24:15 PM GMT - Time Source: server- IP address: 166.198.157.82
-  Document emailed to TJ White (twhite@alachuacounty.us) for signature
2023-05-23 - 5:24:16 PM GMT
-  Email viewed by TJ White (twhite@alachuacounty.us)
2023-05-25 - 3:09:10 AM GMT- IP address: 98.180.0.215
-  Document e-signed by TJ White (twhite@alachuacounty.us)
Signature Date: 2023-05-25 - 12:07:51 PM GMT - Time Source: server- IP address: 163.120.80.69
-  Agreement completed.
2023-05-25 - 12:07:51 PM GMT



Alachua County, Florida

Procurement

Theodore "TJ" White, Jr. CPPB, Procurement Manager
County Administration Building, Gainesville, FL 32601
(352) 374-5202

EXECUTIVE SUMMARY

SS- ITA No. SS- ITA 23-435-MM

Intended Sole Source Purchase: American Emergency Vehicle Parts, Service, Warranty, Collision Repair through ETR, LLC,

RESPONSE DEADLINE: June 7, 2023 at 6:00 am

Wednesday, June 7, 2023

SOLICITATION OVERVIEW

Project Title	Intended Sole Source Purchase: American Emergency Vehicle Parts, Service, Warranty, Collision Repair through ETR, LLC,
Project ID	SS- ITA 23-435-MM
Project Type	Single-Sole Source
Release Date	May 25, 2023
Due Date	June 7, 2023
Procurement Agent	Mandy Mullins
Project Description	<p>This is a Notice for a Sole Source Source designation for Alachua County Board of County Commissioners.</p> <p><u>Commodity or Service Required:</u></p> <p>Parts, Service, Warranty, Collision Repair</p> <p><u>Justification for Single Source Acquisition:</u></p> <p>AEV ambulances are designed and manufactured by AEV. AEV structural design is proprietary to AEV only. AEV construction exceeds the KKK, CMS and NFPA specifications which are required in the State of Florida for the licensing of ambulances for use in the state. Parts/equipment are manufactured by AEV and only available from AEV dealers.</p> <p><u>Recommended Procurement Approach:</u></p> <p>For the reason stated above, Alachua County Procurement Division intends to utilize the Sole Source Procurement method to contract with ETR, LLC, for supplying the above.</p>

EXECUTIVE SUMMARY

Single-Sole Source - Intended Sole Source Purchase: American Emergency Vehicle Parts, Service, Warranty, Collision Repair through ETR, LLC,

EXECUTIVE SUMMARY

SS- ITA No. SS- ITA 23-435-MM

Intended Sole Source Purchase: American Emergency Vehicle Parts, Service, Warranty, Collision Repair through ETR, LLC,

SUMMARY

This is not a formal solicitation and there are no submissions required. The proposed action is for product or services for which the County intends to negotiate and award with only one source under the authority of and in accordance with Florida State Statute 287.057(3)(c). Any responses received as a result of this Notice of Intent shall be considered solely for the purpose of determining whether to conduct a competitive procurement. Responses will not be considered as proposals, bids, or quotes.

Summary

The description of services intended for purchase from a Single Source is posted in accordance with section 287.057(3)(c), Florida Statutes and will be posted for a minimum of 7 business days.

This is a Notice for a Sole Source Source designation for Alachua County Board of County Commissioners.

Commodity or Service Required:

Parts, Service, Warranty, Collision Repair

Justification for Single Source Acquisition:

AEV ambulances are designed and manufactured by AEV. AEV structural design is proprietary to AEV only. AEV construction exceeds the KKK, CMS and NFPA specifications which are required in the State of Florida for the licensing of ambulances for use in the state. Parts/equipment are manufactured by AEV and only available from AEV dealers.

Recommended Procurement Approach:

For the reason stated above, Alachua County Procurement Division intends to utilize the Sole Source Procurement method to contract with ETR, LLC, for supplying the above.

Contact Information

Mandy Mullins

Procurement Agent I

Email: mmmullins@alachuacounty.us

Phone: (352) 384-3090

Department:

Fleet Management Division

Timeline

OpenGov Project Release Date	May 25, 2023
------------------------------	--------------

EXECUTIVE SUMMARY

SS- ITA No. SS- ITA 23-435-MM

Intended Sole Source Purchase: American Emergency Vehicle Parts, Service, Warranty, Collision Repair through ETR, LLC,

OpenGov Submission Deadline	June 7, 2023, 6:00am
-----------------------------	----------------------

SOLICITATION STATUS HISTORY

Date	Changed To	Changed By
May 25, 2023 8:26 AM	Draft	Mandy Mullins
May 25, 2023 8:44 AM	Review	Mandy Mullins
May 25, 2023 8:45 AM	Final	Mandy Mullins
May 25, 2023 8:45 AM	Post Pending	Mandy Mullins
May 25, 2023 8:45 AM	Open	Mandy Mullins
Jun 7, 2023 6:00 AM	Pending	OpenGov Bot
Jun 7, 2023 6:38 AM	Evaluation	Mandy Mullins
Jun 7, 2023 6:39 AM	Pending	Mandy Mullins
Jun 7, 2023 6:41 AM	Closed	Mandy Mullins

PROPOSALS RECEIVED

Status	Vendor	Contact Info	Submission Date
No Bid	Capital Filtrations Inc	Michael White info@capitalfiltrations.com (512) 645-9517	May 25, 2023 4:01 PM
No Bid	Network Craze	Michael Featherstone mfeatherstone@networkcraze.com	May 25, 2023 8:50 AM
No Bid	Southern Roofing Co., Inc.	Michele Gannon bids@southroof.com (813) 251-5252 Ext: 111	May 25, 2023 8:55 AM

QUESTIONS AND ANSWERS

No Questions Received.

ADDENDA & NOTICES

ADDENDA ISSUED:

EXECUTIVE SUMMARY

SS- ITA No. SS- ITA 23-435-MM

Intended Sole Source Purchase: American Emergency Vehicle Parts, Service, Warranty, Collision Repair through ETR, LLC,

No Addenda issued.

NOTICES ISSUED:

No Notices issued.



101 AEV Lane
Jefferson, NC 28640
T (336) 846-8010

July 18, 2023

REF: Florida Territory

To whom it may concern,

This letter shall serve as acknowledgment that ETR, LLC located at 700 S French Ave, Sanford, FL 32771 is the exclusive dealer for American Emergency Vehicles product in the state of Florida.

ETR, LLC is also an approved warranty center through American Emergency Vehicles.

Sincerely,

A handwritten signature in black ink, appearing to read "Randy Bann". The signature is fluid and cursive, with the first name "Randy" and last name "Bann" clearly distinguishable.

AEV Director of Sales